

## **Program B: Management and Finance**

Program Authorization: R.S. 36:351

### **Program Description**

The Management and Finance Program's mission is to be responsible for the timely and cost effective administration of accounting and budget control, procurement and contract management, data processing, management and program analysis, personnel management, and grants management to assure compliance with state and federal laws and assure that the Department's offices have the resources to accomplish their program missions. It is the goal of this program to optimize the use of funding to provide these functions in a manner which properly supports all of the other programs in the Department of Natural Resources. There are two activities in this program: Support Services and Fishermen's Gear Disbursement.

## RESOURCE ALLOCATION FOR THE PROGRAM

	ACTUAL 2000-2001	ACT 12 2001-2002	EXISTING 2001-2002	CONTINUATION 2002-2003	RECOMMENDED 2002-2003	RECOMMENDED OVER/(UNDER) EXISTING
MEANS OF FINANCING:						
STATE GENERAL FUND (Direct)	\$0	\$3,564,580	\$3,800,598	\$3,889,315	\$3,678,362	(\$122,236)
STATE GENERAL FUND BY:						
Interagency Transfers	5,444,216	5,097,826	5,097,826	5,294,873	5,283,571	185,745
Fees & Self-gen. Revenues	51,459	201,283	201,283	71,500	201,283	0
Statutory Dedications	597,128	2,615,839	2,615,839	2,615,839	2,685,106	69,267
Interim Emergency Board	0	0	0	0	0	0
FEDERAL FUNDS	138,970	912,581	912,581	912,581	758,311	(154,270)
TOTAL MEANS OF FINANCING	<b>\$6,231,773</b>	<b>\$12,392,109</b>	<b>\$12,628,127</b>	<b>\$12,784,108</b>	<b>\$12,606,633</b>	<b>(\$21,494)</b>
EXPENDITURES & REQUEST:						
Salaries	\$2,677,747	\$2,643,444	\$2,643,444	\$2,712,025	\$2,455,578	(\$187,866)
Other Compensation	135,259	23,816	23,816	23,816	23,816	0
Related Benefits	532,395	553,871	553,871	611,994	636,924	83,053
Total Operating Expenses	915,557	1,133,425	1,133,425	1,160,325	1,079,433	(53,992)
Professional Services	750	0	0	0	0	0
Total Other Charges	1,716,723	8,037,553	8,273,571	8,275,948	8,410,882	137,311
Total Acq. & Major Repairs	253,342	0	0	0	0	0
TOTAL EXPENDITURES AND REQUEST	<b>\$6,231,773</b>	<b>\$12,392,109</b>	<b>\$12,628,127</b>	<b>\$12,784,108</b>	<b>\$12,606,633</b>	<b>(\$21,494)</b>
AUTHORIZED FULL-TIME						
EQUIVALENTS: Classified	55	57	57	57	56	(1)
Unclassified	1	1	1	1	1	0
<b>TOTAL</b>	<b>56</b>	<b>58</b>	<b>58</b>	<b>58</b>	<b>57</b>	<b>(1)</b>

## SOURCE OF FUNDING

This program is funded with State General Funds, Interagency Transfers, Fees and Self-generated Revenues, Statutory Dedications, and Federal Funds. Statutory Dedications are from the Fishermen's Gear Compensation Fund (Act 673 of 1979 Per R.S. 56:700.(2)), the Oilfield Site Restoration Fund, (Act 404 of 1993 Per R.S. 30.73 (4)), and the Deficit Elimination Fund, based on Act 1182 of 2001 which provides funds to eliminate any deficit that occurs in the Office of Group Benefits from operations in Fiscal Year 2001-2002. (Per R.S. 39:36B.(8)). The table below lists Statutory Dedications expended from each fund.

	<b>ACTUAL</b>	<b>ACT 12</b>	<b>EXISTING</b>	<b>CONTINUATION</b>	<b>RECOMMENDED</b>	<b>RECOMMENDED</b>
	<b>2000-2001</b>	<b>2001-2002</b>	<b>2001-2002</b>	<b>2002-2003</b>	<b>2002-2003</b>	<b>OVER/(UNDER)</b>
						<b>EXISTING</b>
Fishermen's Gear Compensation Fund	\$561,020	\$2,579,731	\$2,579,731	\$2,579,731	\$2,579,731	\$0
Oilfield Site Restoration Fund	\$36,108	\$36,108	\$36,108	\$36,108	\$36,108	\$0
Deficit Elimination Fund	\$0	\$0	\$0	\$0	\$69,267	\$69,267

## MAJOR FINANCIAL CHANGES

GENERAL FUND	TOTAL	T.O.	DESCRIPTION
<b>\$3,564,580</b>	<b>\$12,392,109</b>	<b>58</b>	<b>ACT 12 FISCAL YEAR 2002-2003</b>
			<b>BA-7 TRANSACTIONS:</b>
\$236,018	\$236,018	0	BA-7 #52 - Filing System for move to the new LaSalle Office Building
<b>\$3,800,598</b>	<b>\$12,628,127</b>	<b>58</b>	<b>EXISTING OPERATING BUDGET - December 20, 2001</b>
\$52,679	\$52,679	0	Annualization of FY 2001-2002 Classified State Employees Merit Increase
\$29,618	\$29,618	0	Classified State Employees Merit Increases for FY 2002-2003
(\$7,957)	(\$7,957)	0	Risk Management Adjustment
(\$236,018)	(\$236,018)	0	Non-Recurring Carry Forwards (BA-7s above)
\$15,953	\$15,953	0	Legislative Auditor Fees
\$312,028	\$1,596,506	0	Rent in State-Owned Buildings
(\$243,907)	(\$774,235)	0	Maintenance of State-Owned Buildings
\$0	\$5,728	0	UPS Fees
\$96,190	(\$28,046)	0	Salary Base Adjustment
(\$141,051)	(\$171,085)	0	Attrition Adjustment
(\$44,700)	(\$44,700)	0	Salary Funding from Other Line Items
\$0	\$69,267	0	Group Insurance Adjustment
(\$57,246)	(\$57,246)	(1)	Gubernatorial Position Reduction
\$365,520	\$365,520	0	Other Adjustments - Data Dial Tone
\$0	(\$574,133)	0	Other Adjustments - Non-recurring reduction in funding due to GIS Project completion
(\$525,000)	(\$525,000)	0	Other Adjustments - Non-recurring reduction in funding for costs of moving Information Technology to LaSalle Building
\$262,990	\$262,990	0	Other Adjustments - Capitol Park Security Costs
(\$1,335)	(\$1,335)	0	Other Adjustments - 50% Reduction in General Fund Support for Travel
<b>\$3,678,362</b>	<b>\$12,606,633</b>	<b>57</b>	<b>TOTAL RECOMMENDED</b>
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>LESS GOVERNOR'S SUPPLEMENTARY RECOMMENDATIONS</b>
<b>\$3,678,362</b>	<b>\$12,606,633</b>	<b>57</b>	<b>BASE EXECUTIVE BUDGET FISCAL YEAR 2002-2003</b>

**MAJOR FINANCIAL CHANGES**

<b>GENERAL FUND</b>	<b>TOTAL</b>	<b>T.O.</b>	<b>DESCRIPTION</b>
			SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE:
\$0	\$0	0	None
<b>\$0</b>	<b>\$0</b>	<b>0</b>	<b>TOTAL SUPPLEMENTARY RECOMMENDATIONS CONTINGENT ON NEW REVENUE</b>
<b>\$3,678,362</b>	<b>\$12,606,633</b>	<b>57</b>	<b>GRAND TOTAL RECOMMENDED</b>

## **PROFESSIONAL SERVICES**

\$0 This program does not have funding for Professional Services for Fiscal Year 2002-2003.

**\$0 TOTAL PROFESSIONAL SERVICES**

## OTHER CHARGES

\$119,202	Legislative Auditor
\$650,374	GIS Lab - Stripper Wells - FES Funds
\$20,000	Insurance Recovery
\$8,590	Sale of Data
\$31,500	Oyster Lease Project
\$2,484,230	Fishermen's Gear - Reimburse qualifying Louisiana commercial fishermen for damages to vessels or fishing gear caused by obstructions located in State waters in the coastal zone. Limited to \$5,000 per incident, and no more than two claims per fiscal year per company.
\$169,854	From Office of Coastal Restoration and Management for GIS lab support for implementing and monitoring projects
\$150,000	Computer Upgrade

**\$3,633,750 SUB-TOTAL OTHER CHARGES**

### Interagency Transfers:

\$74,106	Department of Civil Service - personnel services
\$5,296	Division of Administration - Comprehensive Public Training Program (CPTP)
\$2,472	Division of Administration - Office of Information Services (OIS) - mainframe access
\$84,603	Department of Treasury - banking services
\$310,182	Capitol Park Security
\$25,207	Division of Administration - Uniform Payroll System (UPS)
\$71,113	Office of Coastal Restoration - Fishermen's Gear activity
\$3,822,680	Division of Administration - Rent in State owned buildings
\$15,953	Legislative Auditor
\$365,520	OTM Data Dial Tone Charges

**\$4,777,132 SUB-TOTAL INTERAGENCY TRANSFERS**

**\$8,410,882 TOTAL OTHER CHARGES**

## **ACQUISITIONS AND MAJOR REPAIRS**

\$0 This program does not have funding for Professional Services for Fiscal Year 2002-2003.

**\$0 TOTAL ACQUISITIONS AND MAJOR REPAIRS**